

**MINUTES**  
**SUTTONS BAY TOWNSHIP BOARD**  
**REGULAR MEETING**  
**SEPTEMBER 8, 2021**

This meeting is being held face-to-face at the Suttons Bay-Bingham Fire and Rescue Authority meeting room at 201 N. St. Mary's Avenue in Suttons Bay, Michigan. Due to continuing concerns about Covid transmission there will also be a Zoom link for remote attendance. Any unvaccinated member of the Public in attendance is required to wear a mask. Others should use their own judgment as to mask wearing.

**CALL TO ORDER – REGULAR MEETING**

Tom Nixon, called the September 8, 2021 Meeting to order at 5:15 p.m. at the Suttons Bay-Bingham Fire and Rescue Authority meeting room at 201 N. St. Mary's Avenue, in Suttons Bay, Michigan.

**ROLL CALL - Quorum Present**

Present: Sandy VanHuystee, at Fire Department, Tom Nixon, Fire Department, Dorothy Petroskey, Fire Department, Debbie Slocombe, Fire Department

Absent and excused: Rich Bahle

Staff Present: None

Also in attendance via Zoom: Marge Johnson

**APPROVAL OF THE AGENDA**

Sandy VanHuystee/moved, Dorothy Petroskey/supported to approve the Amended Agenda, adding under New Business, Dog Park Fund Raising and Mission Statement, PASSED.

**PUBLIC COMMENT**

Bill Drozdalski addressed the parks in general.

Gary Hoensheid serves on the Parks & Recreation Committee and Friends of Herman Park commented on the dog park.

**REPORTS:**

- **Treasurer** - As presented.
- **Planning & Zoning**–
- **Fire Authority**
- **Parks & Recreation**
- **Facilities**

**OLD BUSINESS**

1. Approval of the Minutes: Previous Meetings  
*Debbie Slocombe/moved, Dorothy Petroskey/supported, to approve the Minutes as submitted, PASSED.*
2. Payment of the Bills  
*Sandy VanHuystee/moved, Tom Nixon/supported to approve payment of the bills in the amount of \$32,898.24, PASSED*
3. Herman Park
  - a. Approval of Tentative Master Plan  
Discussion held about tentative master plan. *Sandra VanHuystee/moved, Tom Nixon/supported, to approve the site plan as the Master Plan for Herman Park as of September 8, 2021, PASSED.*
  - b. Memorial Garden Sign Approval -  
Discussion was held regarding the Memorial Garden Sign. A representative from the Garden Club said the Parks & Rec proposed sign of 12 x 18 is too small, would cost \$1,500, and is not worth it. Sign it too small for the size of the garden. Dorothy Petroskey suggested that the Herman Park logo be removed from the sign. Tom Nixon said the Township would prefer a small sign. The garden is more important than the sign. Memorial Garden Sign tabled to request that Parks and Recreation review the proposed sign.
  - c. Irrigation Extension: Playing Fields - The Leelanau Soccer Club has offered to pay to extend irrigation to the playing fields (the area around the soccer field for spectators to stand or sit and watch the game),

*Debbie Slocombe/moved, Tom Nixon/supported, to expand the irrigation to the east (30 to 40 feet) just on the east side, 50 foot long, two zones. Discussion - Debbie Slocombe - bills for Soccer Field - \$65,342, pledges \$69,305.50. A total \$3,963.50 left in the account. Debbie Slocombe said there are funds available to cover the cost of expanding the irrigation. Sandy VanHuystee said consideration should be given to the amount of increase in the budget for water. Consider installing a sensor. MOTION PASSED.*

- d. Parking Lot Expansion - Tom Nixon said there is a need for additional parking at Herman Park. The Township is proposing to add 64 more parking spaces. It is proposed Covid Funds would be used for this project.

*Tom Nixon/moved, Debbie Slocombe/supported, to request that Gosling-Czubak submit a bid addressing their letter of September 1, 2021, to expand the parking lot in Herman Park, PASSED.*

## 4. Other Park Issues -

## a. Temporary Parks Supervisor

Discussion was held about appointing Dennis Rathnaw as Temporary Parks Supervisor for Herman Park.

***Tom Nixon/moved, Debbie Slocombe/supported, to appoint Dennis Rathnaw as Temporary Parks Supervisor for Herman Park, to be compensated at the rate of the current supervisor, PASSED>***

## b. Signage Standards

Tom Nixon said Parks & Recreation Committee is reconsidering a maximum size of 12 x 18" signage in Herman Park. This item is tabled to the next meeting.

## c. PRC New Member Approval

***Debbie Slocombe/moved, Tom Nixon/supported to appoint Liz Mahaney as a new member of Parks & Recreation for two (2) years, PASSED.***

## d. Consideration of Modification to Memorial Garden Pathway

Tom Nixon has offered several ways to modify the Memorial Gardens Pathway. First, eliminate the path from the garden to the pavilion. Crushed gravel is - \$3,600. A concrete path would address the maintenance issue (\$7,820, color - \$1,800, stamping of concrete - \$3.00 sq ft (\$2,700).

***Tom Nixon/moved, Debbie Slocombe/supported, to request that Elmer's submit a bid to construct a 48" concrete pathway with cobblestone entry at the Memorial Garden in Herman Park, PASSED.***

**NEW BUSINESS**

## 1. Public Input Meeting re: use of COVID Relief Funds

***Tom Nixon/moved, Debbie Slocombe/supported, to publish a 30day notice in newspaper advising Township residents that the Township Board is accepting comments from Township residents on how to spend the COVID Relief Funds, PASSED.***

**PUBLIC COMMENT**

## Dog Park - Fundraising

Gary Hoensheid submitted a mission statement for the dog park. Location of the dog park in Herman Park to be determined. Estimated cost \$50,000 - \$100,000. Two to three major donors have been identified. Tom Nixon said the Township Board should be educated about the dog park, consider putting this item on the October agenda.

Comments

Bill Drozdalski said a 2acre parcel for the dog park is too big  
Memorial Gardens rep - Thank you for listening to them.  
Parks & Recreation Committee should be recognized for its good work.  
Compliments to Memorial Gardens and encourage continuity in all parks

**ADJOURNMENT**

The meeting was adjourned at 6:47 p.m.

Marge Johnson, Recording Secretary  
Sandy VanHuystee, Clerk

**Minutes Approved as-presented on October 13, 2021**